

STATE OF HAWAII  
NOTICE OF AND REQUEST FOR EXEMPTION  
FROM CHAPTER 103F, HRS

'12 APR 24 A8:14

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: DHS-OYS

*Department/Division/Branch or Office*


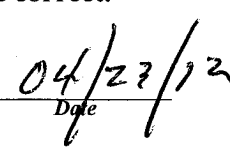
Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s):	
The Parent Project (a nationally recognized, comprehensive award winning parent training model for youth/families) is a 10 week program (3 hours - 1 night, per week), that provides parents with concrete, straightforward, step-by-step solutions in dealing with children experiencing failing grades, school suspension, oppositional behavior, drug use, and other challenging behaviors. This community-based program targets parents and families who are seeking support and information to deal with difficult children. The DOE has trained and compiled a list (see attached) of 28 certified Parent Project Facilitators (2 per session) who are available to conduct the program. Certified Parent Project Facilitators will be compensated \$900 per 10 weeks project period and post evaluation follow-up.	
2. Provider Name and Address:	Varied. Facilitators will be utilized from the DOE list.
3. Total Contract Funds:	\$24,000
Contract Funds per Year (if applicable):	
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	Start: 6/01/12 End: 5/31/13
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:	
During the past six months the Office of Youth Services (OYS) has met with staff from the various Circuit Family Courts and community stakeholders statewide. OYS also recently sponsored a conference featuring a menu of community-based services that address prevention and intervention services to address at-risk youth/families to prevent initial and further penetration into the juvenile justice system. An immediate need identified in these meetings/conference is the lack of parent education and support services. The Parent Project is a service identified by DOE that is currently available in certain geographic areas of the state that could effectively assist parents dealing with their children's problematic behaviors. DOE has trained and certified facilitators to implement more Parent Project sessions, however, due to fiscal constraints it has not been possible to expand this service. To address this immediate need, OYS is planning to implement a pilot project to provide the Parent Project program for parents of youth currently incarcerated at the Hawaii Youth Correctional Facility, and for youth at-risk residing in the community. Following the completion of the Parent Project sessions, a three- and six-months follow-up evaluation will occur to assess the effectiveness of the program for further program planning. Also, based on the assessment of the pilot project during the next year, an RFI will be undertaken to solicit additional information and other possible certified trained facilitators in the community.	

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7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:</p> <p>OYS met with DOE District Facilitator, Parent Community Network Centers, in the Fall 2011 to discuss expansion of the Parent Project to geographic areas that are in need of parent education support services. DOE informed that the Parent Project has already trained and certified facilitators that are able to immediately provide services in the community. This saves the state both time and fiscal resources that could then be utilized to begin parent education services as soon as procurement issues could be addressed. The Parent Project facilitators are also culturally diverse and are trained and sensitive to the factors influencing parenting methods from different ethnic/cultural backgrounds. We have discussed the training requirements that DOE facilitators have received to be certified as facilitators. Due to the limited OYS staffing, an RFI was not completed to gauge the community's response to the proposed pilot project. However, as mentioned in the prior section (#6) based on the assessment of the pilot project during the next year, an RFI will be undertaken to solicit additional information and other possible certified trained facilitators in the community prior to an issue of an RFP if the evaluation of the pilot project's results are positive.</p>						
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement:</p> <p>We have discussed the procurement of this service internally with OYS staff, consulted with SPO, and concluded that for this pilot project proceeding through an exemption request would be the most advantageous to the state.</p>						
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <p>Merton Chinen, Program Development Officer Kerry Kiyabu, General Professional V - Contract Manager</p>						
10.	<table style="width:100%"><tr><td style="width:50%">Direct questions to (name &amp; position):</td><td>Merton Chinen</td></tr><tr><td>Phone number:</td><td>587-5712</td></tr><tr><td>e-mail address:</td><td>mchinen@dhs.hawaii.gov</td></tr></table>	Direct questions to (name & position):	Merton Chinen	Phone number:	587-5712	e-mail address:	mchinen@dhs.hawaii.gov
Direct questions to (name & position):	Merton Chinen						
Phone number:	587-5712						
e-mail address:	mchinen@dhs.hawaii.gov						

**I certify that the information provided above is to the best of my knowledge true and correct.**

 _____ <i>Department Head Signature</i>	 _____ <i>Date</i>
<p>David Hipp _____ <i>Typed Name</i></p>	

**NOTICE**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

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This approval is for the procurement process only. Service provider(s) are required to be compliant with applicable laws, and verified on the Hawaii Compliance Express. This award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Corinne Higa at 587-4706, or [corinne.y.higa@hawaii.gov](mailto:corinne.y.higa@hawaii.gov).

☒ APPROVED    ☐ DISAPPROVED    ☐ NO ACTION

  
Chief Procurement Officer Signature

5/4/2012  
Date

Please ensure adherence to applicable administrative requirements.

# Active Certified Parent Project Facilitators (January 2012)

Name	Area Served
Robert Sepulveda	Pearl City High
June Kawamura	Honolulu, Pearl City
Gary Kawamura	Honolulu, Pearl City
Joanne Imada	Honolulu, Niu Valley Middle
Denise Murai	Honolulu, Kaiser High
Renee Ako	Aina Haina School
Gordon Miyamoto	Kaneohe
Dustin Hersey	McKinley High
James Bott	Kuhio School
Rosey Potts	Kaneohe
Val D'Amato	Waipahu, Nanakuli
Lori Goeas	Kapolei High
Gayle Dudoit	Nanakuli
Shelly Andrews	Kailua
Jessica Federowicz	Kailua
Cyndy Sumbad	Leilehua High
Raquel Chang	Laie
Dick Trahan	Honolulu, McKinley High
Tom Miyashiro	Pearl City
Bridget Arume	Kauai (Kapaa)
Lisa Llewellyn	Kauai (Wilcox)
Lloyd Narimatsu	Hilo
Maria Thomas	Maui
Colleen Mattos	Maui
Oudlay Tom	Maui (Baldwin High)
Alton Shimodoi	Maui High
Debra Kaiwi	Maui King Kekaulike High
Eisa Shin	Lanai